

September 5, 2012

SUBJECT: The Rhode Island Lottery submits this bid request for **CUSTOM VAN WRAPS**.
Please forward sealed bids to:

Rhode Island Lottery
1425 Pontiac Avenue
Cranston, RI 02920
ATTENTION: Gerald S. Aubin
Director

BID 12-15A
P.O. #7215

QUANTITY: Five (5) vans
Price **WITH** installation and future removal
All vans are 2012 Ford Transit

DESCRIPTION: Full wrap **INCLUDING** roof and back side windows
3M 180c-10 Controltac with 3M 8519 laminate; V3
720 dpi printing
4 color process with bleeds
Different artwork for five (5) van wraps

ARTWORK: Vendor to provide a template to our Art Department

PROOF: Pre-production section proof of each artwork is **REQUIRED**

IMPORTANT: Please **INCLUDE** a sample of the material proposed for use
and provide an estimate of installation time after art approval
Please **INCLUDE** all costs in your pricing

**PLEASE SUBMIT ALL BID REQUIREMENTS AS REQUESTED TO AVOID
DISQUALIFICATION OF YOUR BID**

FOB: Rhode Island Lottery, 1425 Pontiac Avenue, Cranston, RI 02920

QUESTIONS: Please contact Sandi Conroy or Dan Sarro at 401-463-6500

BIDS DUE: **September 19, 2012 BY 4:00 PM**

NOTE: **PLEASE USE THE ENCLOSED RETURN LABEL ON ENVELOPE
DO NOT FAX**

**INTERNET
VENDORS:** **VENDORS WHO USE THE INTERNET TO DOWNLOAD BID
INFORMATION MUST INCLUDE THE BID NUMBER ON THE
ENVELOPE, SUBMITTED IN HARD COPY, BY BID DEADLINE
DO NOT FAX**

CHECKLIST

- _____ Please include pricing for a RUSH delivery
- ___X___ **Bid Price to include shipping & handling costs, set-up fees, die cuts, imprint fees, and any/all charges.**
- ___X___ Estimated delivery time is required with bid proposal
- _____ Delivery **REQUIRED** ___ days after final approval.
- ___X___ **Please provide a Sample of material WITH your sealed Bid proposal**
- _____ Upon Bid Award, sample **REQUIRED**
- ___X___ **Pre-production section of each artwork as Proof to be approved by the Rhode Island Lottery**
- _____ Epson proof of artwork **REQUIRED**
- _____ Please specify, if the RI Lottery chooses to accept bid, percentage of overage/underage
- _____ **Bulk packaged – boxes to indicate packaged quantity**
- _____ **The Rhode Island Lottery will exercise the right to receive the stock on an as needed basis**
- _____ Insurance Certificate must be submitted with Bid proposal.
- ___ X___ Please include three (3) references with names, addresses and telephone numbers.
- ___X___ **Include confirmation that vendor has registered as a State vendor at www.purchasing.ri.gov**
- ___X___ **Successful out-of-state vendor MUST file a Certificate of Authority at www.sos.ri.gov and provide confirmation**

IMPORTANT

It is the policy of the Rhode Island Lottery to accept the quantity ordered only. The vendor is responsible for any overage.

The Rhode Island Lottery reserves the right not to award a Bid based solely on cost, but may award a Bid based on a combination of quality of product, services, and experience of the vendor.

All proposals are submitted at the vendor's sole risk and expense. The Rhode Island Lottery shall not be responsible for any costs or expenses incurred by a vendor in submitting a response.

All vendors must include, with their bid, confirmation that they have registered as a State vendor on the State Purchasing website – www.purchasing.ri.gov

The Rhode Island Lottery reserves the right, without liability, to reject any and all proposals at any point prior to the award of a Bid contract.

Before the Lottery makes an award to the apparent successful bidder, that bidder may be required to submit a pre-production sample within _____ of the request. Failure to timely submit a required pre-production sample that is satisfactory to the Lottery could result in bidder not receiving the award.

Prior to the final award of a bid a successful out-of-state vendor (s) will be required to file an Application for Certificate of Authority as a Business Corporation/Foreign Business Corporation at the RI Secretary of State's website – www.sos.ri.gov and must remain a member in good standing. This will require an initial filing fee as well as yearly filing.

Upon award of bid the successful vendor must complete a W-9 form which will be supplied by the Rhode Island Lottery.